

MINIMUM REQUIREMENT ANALYSIS WORKSHEET

ROCKY MOUNTAIN NATIONAL PARK



ROMO-180 (3/2000)

PROPOSED ACTION: _____ **DATE:** _____

LEAD PERSON(S): _____ **WORK UNIT(S):** _____

PART A: Minimum Requirement *(should the action be done in wilderness)*

1 IS ACTION AN EMERGENCY?

YES

NO

ACT ACCORDING TO
APPROVED EMERGENCY
MINIMUM TOOL CRITERIA

2 DOES ACTION CONFLICT WITH LEGISLATION,
PLANNED WILDERNESS GOALS, OBJECTIVES
OR FUTURE DESIRED CONDITIONS?

YES

NO

DO NOT DO IT

3 IS ACTION PRE-APPROVED BY
THE WILDERNESS AND BACKCOUNTRY
OR OTHER PARK MANAGEMENT PLAN?

YES

NO

DO ACCORDING TO
APPROVED CRITERIA

4 CAN ACTION BE ACCOMPLISHED
THROUGH A LESS INTRUSIVE ACTION THAT
SHOULD BE TRIED FIRST? (Visitor Education...)

YES

NO

DO IT

5 CAN ACTION BE ACCOMPLISHED
OUTSIDE OF WILDERNESS AND STILL
ACHIEVE ITS OBJECTIVES?

YES

NO

DO IT THERE

DO PART B

Answer: ☐ Yes ☐ No

Explain:

Answer: ☐ Yes ☐ No

Explain:

Answer: ☐ Yes ☐ No

Explain:

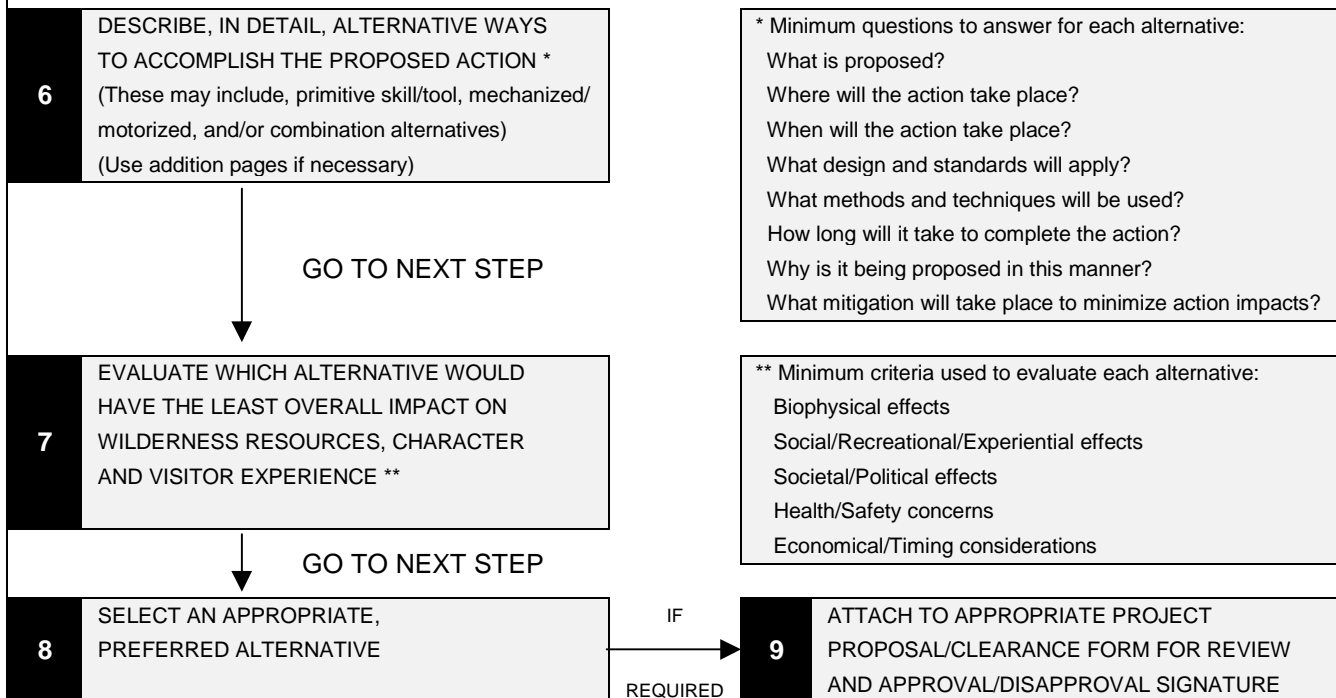
Answer: ☐ Yes ☐ No

Explain:

Answer: ☐ Yes ☐ No

Explain:

PART B: Minimum Tool *(how the action should be done in wilderness)*



Alternative 1:

Alternative 2:

Alternative 3:

List preferred alternative and give justification:

Appendix D

Minimum Requirement Analysis Worksheet and Instructions

The following are instructions for completing the Minimum Requirement Analysis Worksheet ROMO-180. Answer the questions asked on the worksheet in the spaces provided. Once completed and a decision is made, a copy of the worksheet will be kept on file with other action documents.

Proposed Action: List the proposed action.

Date: List month, day and year the worksheet is completed.

Lead Person(s): List the person or persons proposing and responsible for the action.

Work Unit(s): List the work unit or units who will be conducting the action.

Part A: Minimum Requirement (should the action be done in wilderness)

Step 1: Is action an Emergency?

A true emergency presents an immediate threat to human life, or natural or cultural resources and often requires a quick response beyond that available by primitive means. Criteria for emergency actions are outlined in various operations plans (e.g. Emergency Operations Plan, Emergency Medical Services Plan and Fire Management Plan). If yes, act according to approved emergency minimum tool criteria in the appropriate plan. If no, go to Step 2.

Step 2: Does action conflict with legislation, planned wilderness goals, objectives or future desired conditions?

Park staff and managers must be familiar with the Wilderness Act, ROMO Wilderness recommendation/legislation, planned wilderness goals, objectives and future desired conditions. These can be found in the Wilderness/Backcountry Management Plan. If yes, then do not do the action. If no, go to Step 3.

Step 3: Is action pre-approved by the Wilderness/Backcountry or other park management plan?

Determine if the proposed action is programmatically pre-approved in an approved park management plan (e.g., Wilderness/Backcountry Management Plan, Fire Management Plan, General Management Plan, Resource Management Plan). If yes, the action has already been analyzed and determined to meet the minimum requirement. Do the action according to the approved criteria in the appropriate plan. If no, or if the action deviates at all from the pre-approval, go to Step 4.

Step 4: Can action be accomplished through a less intrusive action that should be tried first?

Explore less intrusive actions such as visitor education, staff training, signing, information media, regulations, use limits, law enforcement, area or trail closures, etc. If yes, implement other action using the appropriate process. If no, go to Step 5.

Step 5: Can action be accomplished outside wilderness and still achieve its objectives?

If yes, conduct action or place facilities determined "essential" (e.g., visitor orientation, information sign, radio repeater station, research) outside wilderness. If no, go to Part B.

Part B: Minimum Tool (how the action should be done in wilderness)

Step 6: Describe, in detail, alternative ways to accomplish the proposed action.

For the Minimum Requirement Concept to work, it is important to develop and seriously consider a range of realistic alternatives that in turn will help determine the appropriate minimum tool to be used to accomplish the action. This process involves a tiered analysis beginning with the least obtrusive, primitive/traditional skills alternatives, then proceeding to mechanized and/or motorized alternatives and finally on to a combination of the above alternatives.

Primitive skills involve the proficient use of tools and skills of the pre-motorized or pioneering era (e.g., the double-bit axe, the crosscut saw, the pack string). The working understanding of primitive skills is important to appropriately plan for their use. Managers must take the lead in demonstrating that tasks can be performed well by primitive or traditional, non-motorized methods. Field staff require adequate training in primitive-tool selection, use, and care to efficiently accomplish planned work. While agency staff should constantly stress the importance of using primitive skills in accomplishing management objectives, they should understand that minimum requirement analysis would not always lead to the use of a primitive tool.

The use of motorized equipment is prohibited when other reasonable alternatives are available to protect wilderness values. While Congress mandated a ban on motors and mechanized equipment, it also recognized that managers might occasionally need those sorts of tools. While this provision complicates the decision-making process, it remains an exception to be exercised very sparingly and only when it meets the test of being the minimum necessary for wilderness purposes (Worf 1987; Colorado State University 1991). If some compromise of wilderness resources or character is unavoidable, only those actions that have localized, short-term adverse impacts will be acceptable (NPS Reference Manual 41).

The minimum questions that should be answered for each alternative are:

- What is proposed?
- Where will the action take place?
- When will the action take place?
- What design and standards will apply?
- What methods and techniques will be used?
- How long will it take to complete the action?
- Why is it being proposed in this manner?
- What mitigation will take place to minimize action impacts?

Step 7: Evaluate which alternative would have the least overall impact on wilderness resources, character and visitor experience.

The manager must determine how to effectively and safely accomplish the action with the least impact on the wilderness resource and visitor experience. To assist with this determination, managers should use the following five criteria to evaluate each alternative. A brief statement about each should suffice.

1) Biophysical effects:

- Describe the environmental resource issues that would be affected by the action.
- Describe any effects this action will have on protecting natural or cultural resources.

Include both biological and physical effects.

2) Social/Recreational/Experiential effects:

Describe how the wilderness experience may be affected by the proposed action. Include effects to recreation use and wilderness character.

Consider the effect the proposed action may have on the public and their opportunity for discovery, surprise and self-discovery.

3) Societal/Political effects

Describe any political considerations, such as MOU's, agency agreements, and local positions that may be affected by the proposed action.

Describe relationship of method to applicable laws.

4) Health/Safety concerns

Describe and consider any health and safety concerns associated with the proposed action. Consider types of tools used, training, certifications and other administrative needs to ensure a safe work environment for staff. Also consider the effect the proposed action may have on the health and safety of the public.

5) Economic/Timing considerations

Describe the costs and timing associated with implementing each alternative.

Assess the urgency and potential cumulative effect from this proposal and similar actions. The potential disruption of wilderness character and resources and applicable safety concerns will be considered before, and given significantly more weight than, economic efficiency.

Step 8: Select an appropriate preferred alternative.

Consult with appropriate park staff and/or the Wilderness Steering Committee as to which of the alternatives will cause the least overall impact to the wilderness resources and character while still accomplishing the action. Select that alternative, give the justification as to why this alternative was selected and list who was involved in the decision.

The net result of a minimum requirement analysis is a carefully weighed project or action that is found to be the most effective way of meeting wilderness objectives and the minimum necessary for Wilderness Act purposes.

Step 9: Attach to appropriate project proposal/clearance form for review and approval/disapproval signature.

If the scope of the action requires a higher level of approval, attach the Minimum Requirement Analysis Worksheet to the appropriate proposal/clearance form (e.g. Project Proposal/Clearance Form (ROMO-178), Flight Request Form (ROMO-47) for review.

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